

**CLEAR CREEK FIRE AUTHORITY
BOARD OF DIRECTOR'S MEETING MINUTES
6:00 p.m., Wednesday, April 13, 2016
Station 1 - Dumont**

I. Call to Order

The meeting was called to order by Vice Chairman, Mike Hillman at 6:30 p.m.

Attending:

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| Board of Directors: | Mike Hillman | Vice Chairman/Idaho Springs Representative |
| | Steve Kroll | ESD Representative |
| | Mark Reynolds | Georgetown Representative |
| | Tom Hale | Georgetown Representative |
| | Phil Buckland | ESD Representative |
| Others in attendance: | Kelly Babeon | Fire Chief |
| | Donna Gee | Recording Secretary |
| | Bob Cole | Attorney |
| | Richard Sprague | Empire Mayor |
| | Andy Marsh | Idaho Springs Administrator |

II. Approval of Agenda

Mark Reynolds made a motion to approve the April 13, 2016 agenda as presented. Phil Buckland seconded the motion and the agenda was approved unanimously.

III. Public Comment/Unscheduled Appearances

Richard Sprague, Mayor of Empire was introduced.

No other public comment/unscheduled appearances were made.

IV. Reading & Approval of Minutes

Tom Hale made a motion to approve the March 9, 2016 minutes as presented. Mark Reynolds seconded the motion and the minutes were approved unanimously.

Mark Reynolds made a motion to approve the amended October 14, 2015 minutes. Steve Kroll seconded the motion and the amended minutes were approved unanimously.

V. Approval of Bills & Financial Report

Bills for Approval/Check Detail

The Bills for Approval and the Check Detail were reviewed by Chief Babeon. No comments, questions or objections were made. Tom Hale made a motion to accept the Bills for Approval/Check Detail as presented. Phil Buckland seconded the motion and the reports were approved unanimously.

Financial Report

The Financial Reports were reviewed by Chief Babeon. Chief Babeon stated he would research why the Fire Prevention line item on the Division Summary Report is reflecting "negative". No other comments, questions or objections were made. Tom Hale made a motion to accept the Financial Report as presented. Steve Kroll seconded the motion and the Financial Reports were approved unanimously.

VI. Old Business

RFP - Capital Plan Expenditures

The Chief distributed a copy of the Request for Proposals for Consulting/Professional Services on capital projects. Chief Babeon indicated that the dates listed are too tight and need to be re considered. Chief Babeon spoke to Clay Brown and Clay indicated that the Mineral Impact Grant is the only one he is aware of that awards Fire Station construction grants. There are Administrative grants for \$200,000, August application with a decision in October. Tier 2, \$1 Million, 50% match grant, application in July with a decision in August. Henderson may have money for sustainability up to \$500,000. The dates on the Request for Proposal were changed as follows:

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| April 28 | Pre-Bid Meeting at 3:00 pm |
| May 6 | Deadline for final questions to the authority, 12:00 pm |
| May 13 | Proposals are due by 3:00 pm |
| May 19 | Notification of short-listed firms |
| June 1 | Interviews with top-ranked firms, if required |
| June 8 | Accept Proposal |

The regular scheduled meeting of the Clear Creek Fire Authority Board was moved to the 3rd Wednesday in May. The meeting is scheduled for May 18, 2016 at 6:00 pm. A work session was scheduled for May 19, 2016 at 3:00 pm.

The scope of services was reviewed by the Board. Several clarification changes were made, the completion of the facilities mast plan was removed and the scope of services will be moved to an exhibit attached to the service agreement. Tom Hale motioned to accept the edits as discussed, and to approve the amended Request for Proposal, after a legal review, and to post by Monday, April 18, 2016. Mark Reynolds seconded. Phil Buckland motioned to drop Empire Station 1 from the Request for Proposal, separating the project, look at DOLA grants to fund the project, set a date to begin construction and proceed this construction year. Tom Hale amended his motion to focus on the Empire Station as a priority with the ability to remove the Empire project from the Scope of Services to move forward with the construction. Mark Reynolds seconded the motion and the motion passed unanimously.

No other old business was presented

VII. New Business

Resolution 2016-2 – a Resolution Adopting a Hiring Freeze

Tom Hale made a motion to approve Resolution 2016-2 – a Resolution Adopting a Hiring Freeze as presented. Steve Kroll seconded the motion and Resolution 2016-2 was approved unanimously.

Election of Board Chairman

Tom Hale made a motion to nominate Mike Hillman as Chairman of the Clear Creek Fire Authority Board. Mark Reynolds seconded the motion. Steve Kroll nominated Phil Buckland as Chairman of the Clear Creek Fire Authority Board. It was requested to table the election to the next meeting at which time a full Board should be present. There were no comments, questions or objections.

Phil Buckland was sworn in as a member of the Clear Creek Fire Authority Board member.

Appointment of CCFA Pension Board Members

Chief Babeon indicated there are vacancies on the Clear Creek Fire Authority Pension Board. Volunteers to fill the vacancies include Theresa Schuller, ESD Representative, Gary Haines, Georgetown Representative and Jeremy Jones, Idaho Springs Representative. Tom Hale made a motion to appoint Theresa Schuller, ESD Representative, Gary Haines, Georgetown Representative and Jeremy Jones, Idaho Springs Representative to the Clear Creek Fire Authority Pension Board. Phil Buckland seconded the motion and the slate of officers was approved unanimously.

Appointment of CCFA Pension Board Members - Continued

Tom Hale made a motion to appoint Phil Buckland as the ESD Representative to the Clear Creek Fire Authority Pension Board, contingent on legal review. Mike Hillman seconded the motion and the appointment contingent on legal review was passed unanimously.

Other

It was noted that Verizon has not responded to the counter offer and they have not been back in touch with Chief Babeon.

VIII. Report from Fire Chief Babeon

- Busy attending a lot of meetings, which has taken away time from the office
- Completed an inspection of the Argo Mine for their business license
- Attended an Emergency Operation Procedures meeting with Chief Manaka and Jane Thomas to discuss the evacuation and sheltering of seniors at the Senior Center in the event of an emergency; a memorandum of understanding is needed with the City
- Had a meeting with the Evergreen Fire Marshall regarding the Floyd Hill CWWP
- Met with Mill valley Historic Society reps regarding the placement of the old depot; plans will need to be attached with the lease
- A meeting is scheduled for May 4 with the manager of Xcel's cabin creek facility for familiarization.

IX. Executive Session

Mike Hillman made a motion to adjourn the meeting of the Clear Creek Fire Authority Board of Directors to enter into executive session pursuant to 24-6-402(4)(b), C.R.S. for a conference with the Fire Authority's Attorneys for the purpose of receiving legal advice regarding termination hearings and claims arising therefrom. Phil Buckland seconded the adjournment and the motion to enter to executive session was approved unanimously. Mike Hillman indicated that no written minutes will be kept.

Mike Hillman adjourned executive session at 10:00 p.m. Robert Cole, Attorney for the Fire Authority, certified that the discussion in executive session constituted confidential privileged Client, Attorney communications and it was appropriate that no written minutes were taken.

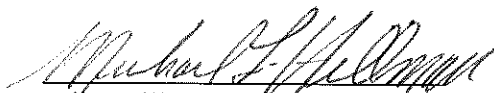
X. Announcements

No announcements were made.

XI. Adjournment

Mike Hillman adjourned the meeting of the Fire Authority Board of Directors at 10:03 p.m.

The next regular scheduled meeting is May 18, 2016 at 6:00 pm at the Fire Authority in Dumont


Mike Hillman – Vice Chairman